



Department of Public Safety and Correctional Services

Office of the Secretary

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CORRECTIONAL TRAINING
COMMISSION

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COMMISSION

MARYLAND PAROLE
COMMISSION

CRIMINAL INJURIES
COMPENSATION BOARD

EMERGENCY NUMBER
SYSTEMS BOARD

SUNDRY CLAIMS BOARD

INMATE GRIEVANCE OFFICE

September 29, 2008

PRE-BID CONFERENCE SUMMARY

Solicitation: DPSCS Q0008005

SEXUAL OFFENDER TREATMENT PROVIDER

Date held: Tuesday, September 23, 2008

State representatives:

Maryland Department of Public Safety and Correctional Services

Pat Ray, Special Assistant to the Director, DPP

Bruce Gerber, DPP

Dennis Smith, MBE Director

Kevin J. McCamant Ph.D, Patuxent Institution

Wonda Adams, Field Supervisor II, DPP

BJ Said-Pompey, Director of Procurement Services

Bobby L. Johnson, Assistant Director of Procurement Services

Attendees:

Nicole M. Alford, PHD, Alford Psychological Consulting, LLC

Lawrence Branch, Interdynamics, Inc.

Dr. Theresa Curtis, PhD, Center for children

James Stokes, BCTT, Inc.

Ms. BJ Said-Pompey, Procurement Officer convened the meeting at 10:20 AM. She welcomed everyone to the pre-proposal conference and all State employees and vendors introduced themselves and identified what company they worked for.

She then began going over Sections 1.1 through Sections 1.8. Sections 1.20, 1.21, 1.23 thru 1.26, 1.32, and 1.33. Pat Ray reviewed Section 2 (Scope of Work). Ms. Said-Pompey went over Section 3 of the RFP. She also reviewed Attachment A; the SBR requirements; Bid/Proposal Affidavit and the Contract Affidavit.

Meeting adjourned at 11:50 AM.

Procurement Objectives

- All attendees were notified to submit questions that were unable to be answered at the conference. Questions and responses will be sent to all parties known to have received a copy of the RFP. The questions and responses will be available on eMarylandMarketplace and the DPSCS website.
- The official Procurement Officer is BJ Said-Pompey. Only answers received from the Procurement Officer in writing are considered the official position of the Agency.
- Vendors are submitting proposals only on the written specifications contained in the solicitation and any written addenda issued by the Procurement Officer.

Contract Key Dates

- 9/29/08 – written questions will be received prior to 2:00 p.m. to be considered.
- 10/8/08 –Proposals must be received prior to on or before 11:00AM., local time at:

BJ Said-Pompey, Procurement Director
300 East Joppa Road, Suite 1000
Towson, MD 21286

Questions and Responses

Questions #1: Can interested vendors bid on parts of the solicitation? For example, if I am interested ONLY in the assessment, and not treatment, can I bid only on assessments?

Response: No, the vendor must provide all services, including assessments, treatment, and participation in COM/ET meetings.

Questions #2: I understand from the pre-proposal conference that in order to bid on one region, you must be able to provide treatment for every county in that region. I just wanted to verify that the information is correct. Is there no way to submit a proposal to cover a few select counties in one region?

Response: No, the vendor must service all jurisdictions in the region.

Question #3: If we in fact are unable to submit a proposal due to the requirement to cover all counties within a region, since we are currently providing sex offender specific group treatment to offenders in a few counties in one of the regions, when this contract is finalized will we be give 30 days notification so that we can terminate with our current patients and ease transfer to those awarded the contract? In addition, should we cease participating in the Sex Offender Management Team meetings at that time?

Response: If an offender is currently receiving treatment with a particular provider, the offender will remain with that provider. The services provided under this contract will be prospective and, to the extent

possible, offenders will be referred to the provider or providers that are awarded the contract(s).

Question #4: Can you send me Dr. McKannon's information please:

Response: There is no reason for vendors to contact Dr. McCamant. Please submit all questions to the Procurement Director.